

EXECUTIVE SECRETARIAT**Routing Slip**

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI	✓			
6	DDA				
7	DDO				
8	DDS&T				
9	Chm/NIC		✓		
10	GC				
11	IG				
12	Compt				
13	D/EEO				
14	D/Pers				
15	D/OEA				
16	C/PAD/OEA				
17	SA/IA		✓		
18	AO/DCI				
19	C/IPD/OIS				
20					
21					
22					

SUSPENSE _____
Date _____

Remarks:

Executive Secretary

1/22/82

Date

3437 (10-81)

NSC review completed.

B223B



OFFICE OF THE SECRETARY OF THE TREASURY

WASHINGTON, D.C. 20220

Executive Registry

82-5480/3

July 22, 1982

CONFIDENTIAL

MEMORANDUM FOR	State	- Mr. L. Paul Bremer, III
	NSC	- Mr. Michael O. Wheeler
	Agriculture	- Mr. Raymond Lett
	CIA	- Mr. Thomas B. Cormack
	Commerce	- Mrs. Helen Robbins
	Defense	- COL John Stanford
	USTR	- Mr. Dennis Whitfield
	CEA	- Mr. William Niskanen
	OMB	- Mr. William Schneider

Subject: Work Assignments for SIG on U.S.-EC Relations

Here is the work plan to start the SIG's work on U.S.-EC relations.

1. State will be the lead drafting agency for questions 1, 2, 3, and 4 of the tasking memorandum of July 21 from Judge Clark. All other agencies wishing to do so should also prepare their own answers to these questions as well.

2. Each paper on each question should have a summary of no more than one page. Try to keep the whole paper on each question to three or four pages (in addition to the summary).

3. Options and recommendations on the issues identified in question number 5 of Judge Clark's memorandum, except for the US-USSR grain arrangement, are to be done by the following agencies:

Steel - Commerce

Agriculture - USDA

GATT Ministerial - USTR

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The format for these options papers is as follows:

ISSUE

EC POSITION

CURRENT U.S. POLICY

OPTIONS

RECOMMENDATION

DISCUSSION (This should include U.S. objectives, merits of the options, and justification of recommendation.)

The first page should include everything but the discussion. The discussion section should be three pages maximum. A sample format is attached.

4. Treasury will prepare a cover memo to the SIG on the US-USSR grain arrangement, using existing options papers, with the additional option of a one-year extension with higher levels. Agencies are to phone option preferences to Bob Cornell by COB today, July 22.

5. All papers are to be circulated by each agency to the others by 5:00 P.M., Friday, July 23. Copies should go to the addressees of this memo and to the appropriate DAS-level contact in each agency.

6. Comments on papers covering questions 1, 2, 3, 4, and 6 of the Clark memo should be called to Bob Cornell by noon, Monday, July 26. Treasury will then try to incorporate those points and produce new drafts to be circulated Tuesday morning.

7. Comments on the options papers (Clark question 5) should be given to the drafting agency. New drafts of those should also be circulated by the drafting agency Tuesday morning.

Thank you for your help.



David E. Pickford
Executive Secretary

Attachment:

Sample Option Paper Format

CONFIDENTIAL

SUBJECT

ISSUE

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EC POSITION

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CURRENT U.S. POLICY

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OPTIONS

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RECOMMENDATION

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DISCUSSION

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